

# **2 FAM 330**

## **CEREMONIES AND PROTOCOL UPON ASSIGNMENT AS CHIEF OF MISSION**

*(TL:GEN-298; 11-22-1999)*

### **2 FAM 331 IN WASHINGTON BEFORE DEPARTURE**

#### **2 FAM 331.1 General**

*(TL:GEN-298; 11-22-1999)*

*Prior to departing for post, new chiefs of mission observe certain formalities established by custom.*

#### **2 FAM 331.2 Calls by a New Chief of Mission**

##### **2 FAM 331.2-1 Within the Department**

*(TL:GEN-298; 11-22-1999)*

a. A protocol call, by appointment, is made on either the Secretary or the Deputy Secretary.

b. During the early portion of the consultation period, brief formal calls are made—by appointment—on the Under Secretary for *Management* and the Director General of the Foreign Service.

##### **2 FAM 331.2-2 On the Foreign Ambassador of the Host Country**

*(TL:GEN-298; 11-22-1999)*

It is customary for a U.S. ambassador to pay a courtesy call on the ambassador or *chargé* of the country to which the new ambassador is accredited.

##### **2 FAM 331.2-3 On the President**

*(TL:GEN-298; 11-22-1999)*

*It is no longer customary for new U.S. ambassadors to call on the President prior to departing for post. The practice of new ambassadors calling on the President to receive instructions has been discontinued.*

## **2 FAM 331.3 Calls by Spouse of a New Ambassador**

(TL:GEN-298; 11-22-1999)

*The practice of a spouse of a new ambassador leaving cards at the White House and the residence of the Secretary of State has been discontinued.*

## **2 FAM 331.4 Other Preparations Prior to Departure for Post**

(TL:GEN-298; 11-22-1999)

*Additional guidance for new ambassadors preparing to leave for post is found in 3 FAH-1 H-1410.*

## **2 FAM 332 ON ARRIVAL AT NEW POST**

### **2 FAM 332.1 Presentation of Letters of Credence**

#### **2 FAM 332.1-1 Informal Conference with Minister of Foreign Affairs**

(TL:GEN-298; 11-22-1999)

The new chief of mission requests, through the officer who has been acting as chargé d'affaires ad interim, an informal conference with the minister of foreign affairs or such other appropriate officer of the government in order to arrange *to be received* by the chief of state.

#### **2 FAM 332.1-2 Formal Note to Minister of Foreign Affairs**

(TL:GEN-298; 11-22-1999)

At the time of arranging for an informal meeting, the new chief of mission sends a formal note to the minister of foreign affairs. *This note informs the minister of the new appointment and requests the designation of a time and place for presenting the letter of credence and the letter of recall of the former chief of mission.* A copy of the letter of credence is transmitted with this note.

#### **2 FAM 332.1-3 Ceremony of Presentation**

(TL:GEN-298; 11-22-1999)

a. *In some countries, all officers assigned to a mission in a diplomatic capacity accompany the new chief of mission to the credentials ceremony.* However, this may not be feasible in large missions where it is necessary to limit the official party to higher-ranking officers and one representative of each armed service.

b. Considerable variations exist from country to country on the occasion of the presentation of credentials, but generally the new ambassador reads a prepared speech in English and the chief of state replies in his or her own language, or both prepare speeches but do not deliver them, merely making an exchange for the record.

c. Whether the speeches are delivered or exchanged, the text of the new envoy's address is furnished in advance to the foreign minister to enable the chief of state to reply in appropriate terms.

d. The chief of mission and the chief of state customarily engage in informal conversation for a few moments after the formal presentation.

e. At certain capitals, a very informal ceremony takes place with no speeches delivered or prepared. The new chief of mission merely hands the letter of credence and the letter of recall *of the previous envoy* to the chief of state and they converse briefly.

## **2 FAM 332.2 Calls on Colleagues of Diplomatic Corps**

(TL:GEN-298; 11-22-1999)

Soon after the presentation of credentials, but never before, the new chief of mission is expected to make calls in company with the deputy chief of mission on his or her colleagues, beginning with the dean of the diplomatic corps and continuing in turn according to precedence. New ambassadors are ordinarily expected to call only on other ambassadors, not colleagues of ministerial rank; the latter call first. New ministers, of course, call on all chiefs of mission beginning with the ambassadors.

## **2 FAM 332.3 Calls on Officials of Host Government**

(TL:GEN-298; 11-22-1999)

Other calls by the chief of mission, including calls on officials of the host government, are dictated entirely by the discretion of the chief and by local custom usually outlined by the protocol *office* of the foreign *ministry* concerned.

## **2 FAM 333 THROUGH 339 UNASSIGNED**